

REGULAR BOARD OF DIRECTOR'S MEETING
ESPARTO COMMUNITY SERVICES DISTRICT

DATE: March 15, 2023
TIME: 7:00 P.M.
MEETING LOCATION: 26490 Woodland Ave, Esparto CA 95627

REGULAR MEETING MINUTES

1. **CALL TO ORDER**

The meeting was called to order by Director Scott at 7:07 PM.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

Directors Present: Fescenmeyer, Harden, Schaupp, Scott

Directors Absent: Forzaglia

Also Present: Manuel Quintana, General Manager and Board Clerk

4. **ADOPTION OF CURRENT AGENDA**

Motion by: Director Fescenmeyer

Second by: Director Schaupp

Discussion: None

Ayes: 4 **No:** 0 **Abstain:** 0 **Motion:** Passed

5. **PUBLIC COMMENT**

None

6. **COMMITTEE MEMBER AND DIRECTOR REPORTS**

Director Fescenmeyer attended the Budget and Finance Committee Meeting, details to be discussed in Item #9.

7. **ADOPTION OF MINUTES FOR 02/15/2023 REGULAR BOARD MEETING**

Approve minutes for the 02/15/2023 Regular Board Meeting

Motion by: Director Fescenmeyer

Second by: Director Harden

Discussion: None

Ayes: 3 **No:** 0 **Abstain:** 1 - Schaupp **Motion:** Passed

8. **APPROVAL OF CLAIMS**

Approve claims from: 02/16/2023, 02/22/2023, 03/02/2023, 03/08/2023

Motion by: Director Schaupp
Second by: Director Fescenmeyer
Discussion: None

Ayes: 4 **No:** 0 **Abstain:** 0 **Motion:** Passed

9. **APPROVE BUDGET REVISION FOR FYE 2023**

Approve budget revisions for 2022-2023

Motion by: Director Fescenmeyer
Second by: Director Schaupp
Discussion: GM Quintana summarized budget revisions. Overall budget reduction of just over \$1.4 million, primarily due to delay of the Orciouli development project. Maintenance budget had to be adjusted up due to \$160,000 in unplanned expenses related to the emergency repair of the line under Highway 16. Other adjustments include budget for graveling roads around the sewer ponds, purchasing a new jetter, and delaying rate study until after last planned rate increase takes effect.

Ayes: 4 **No:** 0 **Abstain:** 0 **Motion:** Passed

10. **APPROVE AGREEMENT FOR ESPARTO FIRE DEPARTMENT TO STORE FUEL TANKS AT ECSD SHOP**

Approve agreement for Esparto Fire Department to store fuel tanks at ECSD shop, near ECSD's own fuel tanks.

Motion by: Director Fescenmeyer
Second by: Director Schaupp
Discussion: Esparto Fire Dept will lease space at the ECSD shop to store fuel tanks. Legal counsel developed the agreement between Esparto Fire Dept and ECSD. ECSD will need to report to Yolo County that we are storing fuel above ground. Director Schaupp asked if we need to notify public that we are storing fuel near residential areas. GM Quintana will follow up. Director Fescenmeyer noted that first contract will be for 14 months thus the amount charged should be prorated.

Ayes: 4 **No:** 0 **Abstain:** 0 **Motion:** Passed

11. **APPROVE SPECIAL DISTRICTS AND OTHER AGENCIES AUTHORIZATION FORM AUTHORIZING GENERAL MANAGER TO TAKE ACTIONS FOR ECSD FUNDS HELD WITH YOLO COUNTY FINANCIAL SERVICES**

Approve and sign form authorizing GM Quintana to pick up checks, make deposits, approve claims, approve documents and approve budget modifications for funds held with Yolo County Financial Services.

Motion by: Director Fescenmeyer
Second by: Director Schaupp
Discussion: None

Ayes: 4 **No:** 0 **Abstain:** 0 **Motion:** Passed

Note: Will need to be updated and signed again at the beginning of the next fiscal year.

12. **MANAGERS' REPORT**

- A. Sexual Harassment Training to be Completed by June 30, 2023
 - a. Director Fescenmeyer
 - b. Director Harden
 - c. Director Schaupp

- B. AB1234 Ethics Compliance Training to be Completed by June 30, 2023
 - a. Director Fescenmeyer
 - b. Director Forzaglia
 - c. Director Schaupp
 - d. GM Quintana

- C. Electronic vs. Printed Board Packets
 - a. Board Members previously received tablets to view board packets. Does the board want to continue to utilize tablets, and if so, purchase new tablets to replace broken ones?
 - b. Board stated that they prefer to receive printed packets. No new tablets need to be purchased.
- D. Almond Festival Booth
 - a. Cancelled participation due to the weather.
 - b. Need to evaluate if ECSD should have a booth in the future and if this event is the right venue for ECSD. Most attendees are not local.
 - c. There will be an event at the elementary school that may be a better venue for interaction with the community.

13. **FUTURE AGENDA ITEMS**

- A. Detention Basins
- B. LAFCO/Service Footprint
- C. Orcioui Agreement
- D. Orcioui Landscape and Park Maintenance Prop 218
- E. Board Member Elections for Vacant Seats in 2023

14. **ADJOURN**

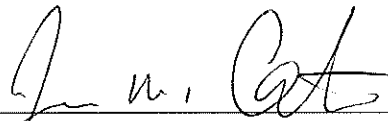
Motion by: Director Fescenmeyer

Second by: Director Harden

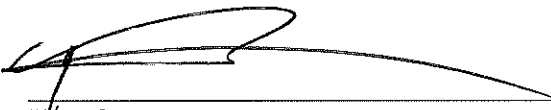
Discussion: None

Ayes: 4 **No:** 0 **Abstain:** 0 **Motion:** Passed

Meeting was adjourned at 7:45 PM



Jose Manuel Quintana
General Manager & Clerk to the Board



Pierce Scott
Board Chair

